


**DUTY STATEMENT
DEPARTMENT OF STATE HOSPITALS – COALINGA**

CLASSIFICATION: STATIONARY ENGINEER	
Approval Date: <i>7/24/19</i>	Approved by Chief of Plant Operations III Signature: 

1. **MAJOR TASKS, DUTIES, AND RESPONSIBILITIES:** Perform a variety of skilled work in the operation, maintenance, installation, and repair of boiler, heating, air conditioning, ventilating, lighting, power, water, water treatment, and other mechanical systems normally found in a State hospital. May instruct or lead workers with patients; and do other related work.
 - 25%** Operates, maintains, installs, and repairs boilers, heaters, pumps, valves, auxiliaries, Burners, Engines, Generators, Air Compressors, Chillers, Cooling towers, Pumps, lines, and other devices used in the generation and distribution of steam, heated or processed water, chilled water, Electricity, fuel, compressed air, and other utility systems produced and distributed from Central & Remote Plants.
 - 20%** Operates, maintains, installs, and repairs refrigerant compressors, condensers, evaporators, traps, transfer pumps, expansion valves, stop valves, and float valves, together with all refrigerant lines and devices used to control temperatures and HVAC systems
 - 20%** Operates, maintains, installs, calibrates and repairs single-phase and multi-phase electrical circuits; including electric motors, electronic controls, instruments, clocks, closed circuit television, automatic alarm systems, security systems, energy management systems, building control systems, emergency power systems, motor controls, Programmable logic controllers, Variable frequency Drives, and other electrical, electronic, pneumatic, and hydraulic devices and controls.
 - 20%** Operates, repairs, maintains, and installs water filters, softeners, chemical feed systems, piping and pumps used in conjunction with water distribution, Wastewater, and Mechanical systems, including sinks and toilet bowls, supply lines and water lines; Maintains, repairs, and installs laundry, bakery, culinary, scullery, and clinical equipment.
 - 15%** Inspects repairs, maintains, and installs electrical and mechanical systems and equipment. Performs minor building maintenance and repairs; plans, layouts, and estimates costs of electrical, mechanical,

and electronic systems; requisitions parts, supplies, and equipment; calculates systems requirements to provide estimates for modification or replacement of systems, Maintains and follows proper tool control procedures. Reads, understands, and conforms to all Hospital Administrative Directives and Plant Operations Policies. Follows good safety practices and makes corrections or suggestions on safety issues. Understands what Material Safety Data Sheets are and how to use them; leads and trains subordinate and less senior personnel, and advises them of unusual problems, procedures and practices. Completes other related duties as required.

2. SUPERVISING RECEIVED:

Chief Engineer II

3. SUPERVISION EXERCISED:

None

4. KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF: Boilers and auxiliary boiler room equipment; heating, lighting, ventilating, air conditioning, power, refrigeration, building electric and pneumatic controls, water treatment and other mechanical or electrical equipment; the methods, tools, materials, and equipment used in the operation, maintenance and repair of such equipment.

ABILITY TO: follow oral and written directions; demonstrate mechanical ability; keep accurate records; install, operate and make repairs to the various types of equipment listed above in the knowledge requirements; make written reports, read, interpret, and work from plans, drawings and specifications; lay out work for others and direct them in this work: Think and act quickly in emergencies. Analyze situations accurately and take effective action.

TYPICAL PHYSICAL DEMANDS: Physical labor is an essential component in remedy of most Plant Operations related conditions. The incumbent must be able to go up and down stairs and ladders, and traverse crawl spaces under buildings and above ceilings, and descend into excavations bringing with him or the tools and supplies necessary to repair the system being serviced. An incumbent must possess a driver's license and the physical ability to drive plant operations vehicles and operate power tools safely and effectively as well as being physical capable of accomplishing the work and working at a rate sufficient to carry his or her fair share of the workload.

5. REQUIRED COMPETENCIES:

ANNUAL HEALTH REVIEW: All employees are required to have an annual health review and TB test or whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job functions.

INFECTION CONTROL: Applies knowledge of correct methods of controlling the spread of pathogens appropriate to job class and assignment.

HEALTH AND SAFETY: Activity supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safe or security hazards.

CPR: Maintain current certification if applicable.

THERAPEUTIC STRATEGY INTERVENTION (TSI): Supports safe working environment; practices the strategies and interventions that promote a therapeutic milieu; applies and demonstrates knowledge of correct methods in the management of assaultive behavior.

CULTURAL AWARENESS: Demonstrates awareness to multicultural issues in the work place that enable the employee to work more effectively.

RELATIONSHIP SECURITY: Demonstrates professional interactions with patients, and maintains therapeutic boundaries. Maintains relationship security in the work area; takes effective action and monitors, per policy, any suspected employee/patient boundary violations.

PRIVACY AND SECURITY OF PROTECTED HEALTH INFORMATION: Maintains and safeguards the privacy and security of patients' protected Health Information and other individually identifiable health information; whether paper, electronic, or verbal form in compliance with HIPAA and all other applicable privacy laws.

SITE SPECIFIC COMPETENCIES: Operates, repairs, installs, and maintains mechanical and utility systems and all facility related equipment, including the building automation system. Ability to operate a central plant in accordance with CCR Title 8 Sect. 781, EPA, and local Air and Water District Regulations.

TECHNICIAN PROFICIENCY (SITE SPECIFIC): Ability to use and operate flue gas analyzers, refrigerant leak detection equipment, refrigerant recovery equipment, and other Technology.

6. LICENSE OR CERTIFICATION: It is the employee's responsibility to maintain a license, credential, or required registration pertinent to their classification on a current basis. Any failure to do so may result in termination from Civil Services.

7. TRAINING:

Training Category – 4 – Training Procedure No. 03-11.

The employee is required to keep current with the completion of all required training.

8. WORKING CONDITIONS:

ADMINISTRATIVE DIRECTIVE AD-146:

Each employee shall be fully acquainted with the rules and regulations of the Department of State Hospitals (DSH) and of the hospital.

EMPLOYEE IS REQUIRED TO:

1. Report to work on time and following procedures for reporting absences.
2. Maintain professional appearance.
3. Appropriately maintain cooperative, professional, and effective interactions with employees, patient/client and the public.
4. The work entails routinely encountering clients and interacting with staff throughout the facility, thus sensitivity and tolerant even temperament is required.
5. The employee is required to work any shift and schedule in a variety of settings throughout the hospital and may be required to work overtime and float to other work locations as determined by the operational needs of the hospital.

Employee Signature

Print Name

Date

Supervisor Signature

Print Name

Date